

Program Guidelines

CONNECTICUT STATE TROUBADOUR

READI FRAMEWORK:

The Connecticut Office of the Arts insists upon using the lenses of **Relevance**, **Equity**, **Access**, **Diversity**, and **Inclusion** to guide programmatic and investment decisions within a framework of artistic excellence. Nominators and applicants to the State Troubadour program should consider this strategic direction when constructing their narratives. [Learn more about COA's READI Framework.](#)

PROGRAM OVERVIEW	The honorary position of Connecticut State Troubadour was established in 1991 by the Connecticut General Assembly. The State Troubadour serves as an ambassador of music and song and promotes cultural literacy among Connecticut citizens. The Department of Economic and Community Development, Connecticut Office of the Arts (COA) appoints an individual resident singer-songwriter as the State Troubadour based on the recommendation of a review panel.	
PROGRAM TIMELINE	Nomination Deadline	February 5, 2018
	Application Deadline	March 5, 2018
	Peer Panel Review	March 2018
	Approval by DECD/COA Arts Council	March 2018
	Notification/Announcement	March 2018
	State Troubadour Term	May 1, 2018 through April 30, 2020*
DUTIES	<ul style="list-style-type: none"> Promote the State of Connecticut in song Present a minimum of three events each year as requested by COA. These may include: <ul style="list-style-type: none"> Connecticut Day at the Big E Connecticut Arts Day 1 other statewide event determined by COA Serve as an ambassador of music and song <ul style="list-style-type: none"> Foster public appreciation of and participation in song Promote cultural literacy among (Connecticut) state citizens 	
TERMS OF SERVICE AND REMUNERATION	<ul style="list-style-type: none"> The State Troubadour shall serve for a term of two years* The State Troubadour shall receive an annual stipend of \$2,500 for a total of \$5,000 for two years* The State Troubadour shall maintain primary residency in Connecticut during his or her term (Must actually live in CT for 6+ months per year) COA reserves the right to revoke the tenure of the State Troubadour if he or she fails to fulfill his/her duties or moves out of state during service period <p><i>*There is current legislation pending to change the term from 2 years to 3. It is possible that the term for this Troubadour may be extended to April 30, 2021. Any revision to the annual fee for a 3-year term will not be determined until such time as revised legislation is passed.</i></p>	

<p>WHO MAY BE NOMINATED</p>	<ul style="list-style-type: none"> • An individual Connecticut resident singer-songwriter with a minimum performance history of five years. <ul style="list-style-type: none"> ○ A singer-songwriter is defined as a musician who writes, composes and sings his/her own material including lyrics and melodies. • Must have composed and performed at least one song that promotes Connecticut <p>Eligible Nominee:</p> <ul style="list-style-type: none"> • Must be full-time Connecticut resident (for at least the five years prior to application deadline) • Must display excellent musicianship and experience in singing and songwriting • Must be professionally active and available to travel and perform in a variety of educational and community settings <p>Re-Nomination of Previously Nominated Troubadour</p> <p>A singer songwriter who has been nominated before may be re-nominated. A new nomination and application must be submitted.</p> <p>Ineligible Nominees</p> <ul style="list-style-type: none"> • Students currently enrolled in degree-granting institutions • Previous Connecticut State Troubadour • Culture & Tourism Advisory Committee members, DECD/COA staff and members of their immediate families
<p>NOMINATION PROCESS</p>	<p>Any Connecticut citizen may nominate one (1) singer songwriter for the State Troubadour position. A self-nomination will not be accepted and no award will be given posthumously. (A nominee may have multiple nominators.)</p> <p>Nominator must provide the following</p> <ul style="list-style-type: none"> • Nominator's name and contact information (street address, city, state, zip, phone, & email) • Contact information for the Nominee (name, street address, city, state, zip, phone & email) • A formal Letter of Support (up to one page maximum). A strong letter will avow the nominee's musicianship as well as what makes this individual uniquely qualified to serve Connecticut in this capacity. <p>Nominators must</p> <ul style="list-style-type: none"> • Email the requested information listed above to bonnie.koba@ct.gov no later than 12:00 Noon on Monday, February 5, 2018 • Enter "State Troubadour Nomination – Last name of nominee" in the email subject line. • IMPORTANT NOTE: COA will respond with a confirmation email AND number. If you do not receive a confirmation number by February 15, 2018, then resubmit your email to ensure receipt.

<p>APPLICATION PROCESS</p>	<p>COA will invite eligible nominee to submit an application for consideration along with access to COA's online e-granting portal. Applications and requested materials must be submitted through COA's online e-granting portal.</p> <p>THE APPLICATION WILL INCLUDE:</p> <p>A. General information</p> <p>B. Uploads and Support Materials: Applicants must provide the following as uploads into the online application:</p> <ul style="list-style-type: none"> • Narrative - (1 page maximum): Express your interest and commitment to this role including willingness and availability to perform, note past relevant activities including your approach and experience in working with diverse audiences and age groups, and indicate why NOW is the appropriate time for you to serve as Connecticut's State Troubadour. A strong narrative will include: 1) what inspired your Connecticut song, 2) how you will promote cultural literacy through song throughout Connecticut, and 3) given COA's READI Framework, what makes you uniquely qualified to serve Connecticut in this capacity. • Resume - (1 page maximum): Please include: <ul style="list-style-type: none"> ○ History of your work as an artist ○ Your education, training and professional development ○ Awards and recognitions received ○ Links to website(s), YouTube and/or Vimeo files, etc. • Original Connecticut song* – Please upload or provide links to the following: <ul style="list-style-type: none"> ○ Link to a recording of your Connecticut song ○ Music/video or link to a music/video of you performing your original Connecticut song for a live audience ○ Lyrics to your original Connecticut song • List of original works (1 page maximum): For each, include: (1) Title (2) Length of work (3) Year it was created. Please provide copyright information where appropriate. • References: Please provide two (2) additional Letters of Support (maximum one page each) from references who have observed/experienced your work within the last 2 years. It's helpful for the referral to include audience information (numbers, age, ethnicity, setting, etc) and comments regarding: (1) artistry, (2) presentation skills, and (3) audience response. • Work samples – In addition to your Connecticut song please upload or provide links to 2-4 recent (within the last 2 years) and relevant samples that best represent your work. For each work include: title, date presented and/or produced, length and any other relevant information that will help the panel understand your work. (Music/video files should not exceed 15 minutes of review time in total).
<p>REVIEW PROCESS</p>	<p>A peer panel will review eligible applicants based on the following criteria:</p> <ul style="list-style-type: none"> • Musicianship in singing and songwriting • Body of the musician's work: substantial songwriting, performance, and recording experience (with substantial body of original work) • Alignment with COA's READI Framework • Commitment and availability to serve as an ambassador of music and song and to promote cultural literacy among Connecticut citizens • Experience with diverse audiences (educational, community, etc.)

	<p>COA and Panel Reviewers reserve the right to request further information from applicants and/or review publicly accessible information, articles, etc. about the applicant as a way to conduct a thorough and thoughtful panel review process.</p> <p>Following the panel review process, COA staff will present recommendations to the Connecticut Arts Council for review and final approval.</p>
CONTACT	<p>For questions regarding the Connecticut State Troubadour, contact Bonnie Koba by email at bonnie.koba@ct.gov.</p> <p>Further information about the State of Connecticut Troubadour, including a listing of past Troubadours is available on the link to the troubadour site.</p> <p>For general information about COA programs and services, visit www.cultureandtourism.org</p>